



GAIL FARBER, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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IN REPLY PLEASE

REFER TO FILE: **AV-0**

March 3, 2009

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**APPROVE PROJECT, TOTAL PROJECT COST, AND AN AUTHORIZATION TO
APPLY FOR A FEDERAL AVIATION ADMINISTRATION AIRPORT IMPROVEMENT
PROGRAM GRANT FOR AN AIRPORT MASTER PLAN UPDATE FOR GENERAL
WILLIAM J. FOX AIRFIELD, CITY OF LANCASTER
(SUPERVISORIAL DISTRICT 5)
(3 VOTES)**

SUBJECT

This action is to approve a project scope and authorize the application for Federal assistance for an Airport Master Plan Update for General William J. Fox Airfield, City of Lancaster.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Establish a project in the Aviation Enterprise Fund for an Airport Master Plan Update for General William J. Fox Airfield, City of Lancaster, and approve project scope and total project cost of \$200,000.
2. Authorize the Director of Public Works or her designee to apply for a Federal Aviation Administration Airport Improvement Program Grant for \$190,000, which will reimburse 95 percent for an Airport Master Plan Update for the above-mentioned airport.

3. Approve an exception to the County's Grant Policy by authorizing the Director of Public Works or her designee to accept the Federal Aviation Administration Airport Improvement Program Grant for this project.
4. Authorize the Director of Public Works or her designee to conduct business with the Federal Aviation Administration on any and all matters related to the grant funds for this project, including executing the grant agreement and signing requests for reimbursement.
5. Authorize the Director of Public Works or her designee to act as an agent for the County to execute grant amendments as may be necessary to complete the project as described in this letter, including extensions of time, minor changes in project scope, and alterations in the project budget or grant amount of up to 10 percent, subject to approval of such documents by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will allow the Department of Public Works (Public Works) to obtain Federal Grant funding in the amount of \$190,000 for an Airport Master Plan Update for General William J. Fox Airfield (Fox Field), in the City of Lancaster.

The General William J. Fox Airfield Master Plan was adopted by your Board in 1984. An update to the Master Plan is necessary to guide the strategic development of the airport. The update will serve as a tool to assess current airport land use, highlight industry trends, and forecast future demand. An updated Airport Layout Plan, included in the Master Plan studies, will serve to graphically highlight proposed changes in airport development.

Since the 1984 Master Plan study, there has been substantial development in the Antelope Valley. The City of Lancaster has acquired land adjacent to the airport as part of the Fox Field Industrial Corridor Specific Plan. Another goal of updating our Master Plan is to ensure the plan is compatible with the local, general, and specific plans of the surrounding areas.

Following the Federal Aviation Administration (FAA) Airport Improvement Program (AIP) Grant offer, Public Works is allowed as little as two weeks to prepare and execute the grant agreement. To ensure that the short timeframe of the FAA AIP Grant acceptance deadline is met, we recommend that your Board approve an exception to the County's

Grant Policy, which requires that all grants are to be accepted by your Board. The proposed exception to the grant acceptance policy would allow the Director of Public Works or her designee to accept the Federal Grant on behalf of the County.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Service Excellence (Goal 1) and Fiscal Responsibility (Goal 4). This action will result in a more efficient development plan for the airport and will support the strategy of actively seeking grant funds from outside sources to increase the County's funding sources.

FISCAL IMPACT/FINANCING

The recommended actions will have no impact to the County General Fund.

The estimated cost for the proposed project is \$200,000. As detailed in the Project Budget Summary in Attachment A, the project budget includes \$184,000 for Consultant Services and \$16,000 in County Services for project management.

Financing for this project is allocated in the Fiscal Year 2008-09 Aviation Enterprise Fund. Based on the current project estimates, the anticipated FAA Grant of \$190,000 will reimburse 95 percent of the total project cost. The Federal and Aviation Enterprise Fund amounts will be adjusted upon award of the consultant service agreement.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The project will only be initiated upon award of the FAA Grant funding. An estimated project schedule is included as Attachment A.

On July 11, 2000, your Board approved the guidelines for the acceptance of State and Federal Grants in the amount of \$100,000 or more. These guidelines include a requirement that a County department prepare a Grant Management Statement for your Board's review prior to the department's carrying out activities covered under the grant. The attached Grant Management Statement for the FAA AIP Grant (Attachment B) has been prepared to conform to this requirement.

The FAA AIP Grant Agreement will be reviewed and approved as to form by County Counsel prior to execution by the Director of Public Works or her designee.

The Honorable Board of Supervisors
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ENVIRONMENTAL DOCUMENTATION

The authorization to apply for and accept grant funds does not constitute a project; therefore, does not require an environmental finding under the California Environmental Quality Act. The proposed update of the Fox Field Master Plan will undergo an environmental review, and an environmental finding for the updated Master Plan will be recommended to your Board at the appropriate time.

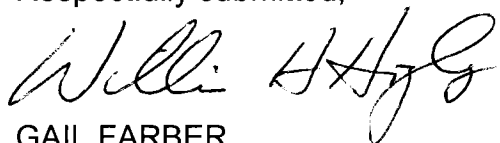
IMPACT ON CURRENT SERVICES (OR PROJECTS)

All users of the airport will benefit from the completion of this project, which will result in a more efficient development plan for the airport.

CONCLUSION

Please return one adopted copy of this letter to my office; two to the Department of Public Works, Aviation Division; and one to the Auditor-Controller, General Claims Division.

Respectfully submitted,



GAIL FARBER
Director of Public Works

GF:RS:pmd

Attachments (2)

c: Auditor-Controller
Chief Executive Office (Lari Sheehan)
County Counsel

March 3, 2009

ATTACHMENT A
GENERAL WILLIAM J. FOX AIRFIELD
MASTER PLAN UPDATE PROJECT
PROJECT ACTIVITY SUMMARY

I. PROJECT SCHEDULE

Project Activity	Proposed Completion Date
Award Consultant Services Contract	April 2009
Submit Application to FAA	May 2009
Receive FAA Grant Award	August 2009
Project Start	October 2009
Review Draft Master Plan Update	July 2010
Final Completion	December 2010

II. PROJECT BUDGET SUMMARY	
Project Activity	Proposed Budget
Land Acquisition	\$ 0
Construction	
Low Bid Construction Contract *	\$ 0
Job Order Contract	0
Change Orders *	0
Departmental Crafts	0
Youth Employment	0
Construction Consultants	0
Miscellaneous Expense	0
Telecomm Equipment – Affixed to Building	0
Civic Arts	0
Subtotal	\$ 0
Programming/Development	\$ 0
Plans and Specifications	\$ 0
Consultant Services	
Site Planning	\$ 54,000
Hazardous Materials	0
Geotech/Soils Report and Soils Testing	0
Material Testing	0
Cost Estimating	25,000
Topographic Surveys	30,000
Construction Management	0
Construction Administration	0
Environmental	20,000
Move Management	0
Equipment Planning	25,000
Legal	10,000
Construction/Change Order	0
Other: Meetings/Presentations	20,000
Subtotal	\$ 184,000
Miscellaneous Expenditures *	\$ 0
Jurisdictional Review/Plan Check/Permit	\$ 0
County Services	
Code Compliance Inspection	\$ 0
Quality Control Inspection *	0
Design Review *	10,000
Design Services	0
Contract Administration	3,000
Project Management *	3,000
Project Management Support Services *	0
ISD Job Order Contract Management	0
DPW Job Order Contract Management	0
ISD ITS Communications	0
Project Security	0
Project Technical Support	0
Office of Affirmative Action	0
County Counsel	0
Other:	0
Sheriff Job Order Contract Management	0
Subtotal	\$ 16,000
TOTAL	\$ 200,000

* Reflects preliminary cost estimate and is subject to change upon award of consultant services.

ATTACHMENT B

Los Angeles County Chief Executive Office Grant Management Statement for Grants \$100,000 or More

Department: Public Works		
Grant Project Title and Description		
Airport Master Plan Update for General William J. Fox Airfield		
Funding Agency	Program (Fed. Grant #/State Bill or Code #)	Grant Acceptance Deadline
Federal Aviation Administration (FAA)	Airport Improvement Program (AIP)	Two weeks after receipt of grant agreement
Total Amount of Grant Funding: \$ 190,000		County Match: \$ 10,000 (hard)*
Grant Period: 14 Months (est.)	Begin Date: 10/09 (est.)	End Date: 12/10 (est.)
Number of Personnel Hired Under This Grant: 0	Full Time: N/A	Part Time: N/A
<u>Obligations Imposed on the County When the Grant Expires</u>		
Will all personnel hired for this program be informed this is a grant-funded program?	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A
Will all personnel hired for this program be placed on temporary ("N") items?	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A
Is the County obligated to continue this program after the grant expires?	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A
If the County is not obligated to continue this program after the grant expires, the Department will:		
a.) Absorb the program cost without reducing other services	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A
b.) Identify other revenue sources (describe below)		
*	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A
c.) Eliminate or reduce, as appropriate, positions/program costs funded by the grant.	Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A
Impact of additional personnel on existing space:		
N/A		
Other requirements not mentioned above:		
The County will initiate the grant termination after the Board of Supervisors accepts the completed contract work.		

Department Head Signature



Date: 2-5-09